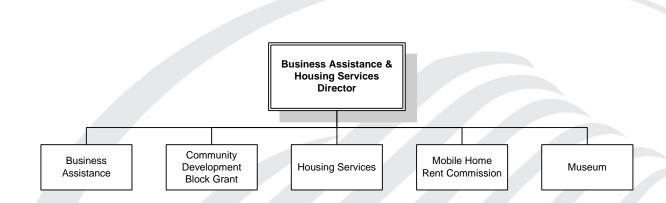
Business Assistance and Housing Services (BAHS)

[215-8000] [216-8001] [234-8250] [235-8425] [236-7100] [317-7000] [317-8010] [317-8055] [327-7100]

Appropriations Summary

	•			04/05	04/05	05/06
		02/03	03/04	Current	Estimated	Adopted
		Actuals	Actuals	Budget	Actuals	Budget
Salaries		1,098,754	1,227,680	1,537,910	1,301,166	1,473,985
Supplies & Services		841,293	1,500,612	553,134	459,093	376,286
Capital Outlay		2,867	2,746	2,510	20,648	2,100
Debt Services		527	-	-	-	-
Internal Service		631,337	654,989	586,958	589,678	592,214
Transfers Out		5,500	376,414	22,557	176,000	15,450
Project Expenditure		18,089,984	33,944,708	27,844,947	16,310,945	37,918,264
TOTAL BY CATEGORY		20,670,261	37,707,148	30,548,016	18,857,530	40,378,299

-						
215	8000 CDBG PROGRAMS & PROJECTS	33,228	201,362	430,739	215,440	496,714
216	8001 CDBG REHAB RLF	17,592	5,382	226,300	101,567	10,000
234	8250 MOBILE HOME PARK RENT	61,539	145,863	200,545	161,384	4,832
235	8425 SENIOR HOUSING TRUST	-	8,600	20,180	20,180	80,700
236	7100 HOUSING	20,500	15,000	1,015,000	15,000	1,315,000
317	7000 BAHS ADMINISTRATION	1,776,296	2,470,833	1,596,269	1,558,539	1,576,311
317	8010 BAHS ECONOMIC DEVELOPMENT	898,556	4,824,541	4,306,439	2,421,325	3,993,900
317	8055 BAHS CIP	15,341,661	23,741,241	16,163,450	8,748,033	22,709,000
327	7100 HOUSING	2,520,889	6,294,327	6,589,093	5,616,062	10,191,842
	TOTAL BY PROGRAM	20,670,261	37,707,148	30,548,016	18,857,530	40,378,299





[215-8000] Community Development Block Grant

ACTIVITY DESCRIPTION

Community Development Block Grants (CDBG) are the primary funding source to outside public service agencies which serve principally low and moderate income persons. CDBG funds can also be used to fund non-public service activities such as City improvements or improvements to public or non-profit facilities. The City's CDBG programs are supplemented with Redevelopment Housing 20% Set-Aside Funds, Senior Housing Trust Fund, and the Housing Mitigation Fund.

FY 2004/05 HIGHLIGHTS

- · Twelve service grants were awarded and monitored.
- Funded Three Capital Project Activities (Galvan Park Upgrades, El Toro/Friendly Inn, Day Worker Center).

FY 2005/06 ACTIVITY GOALS

- · Award and monitor 11 service grants.
- · Funded Two Capital Project Activities.

FINANCIAL COMMENTS

The following chart lists FY 2005/06 grant awards and all funding sources:

GRANT	CDBG	RDA 20% Set Aside	Senior Trust Fund	Housing Mitigation Fund
Galvan Park Improvements	\$55,000			
Sobrato Transitional Center	\$50,000			
General Administration	\$14,810			
TOTAL: Non-public service agencies (capital improvements)	\$119,810			
Day Break Respite Program (Catholic Charities)	\$8320			
Long Term Care Ombudsman Program (Catholic Charities)	\$4,500			
Shared Housing Program @ Depot Commons (Catholic Charities)		\$15,000		
Second Harvest Food Bank	\$4,165			
Community Solutions – La Isla Pacifica Shelter		\$16,000		
Emergency Housing Consortium – Shelter Services				\$15,000
Live Oak Adult Care Services	\$4,189			
Community Solutions – El Toro Youth Center/Friday Night Jams	\$15,500			
Project Sentinel – Tenant/Landlord Dispute Resolutions		\$25,000		
South Valley Day Worker Service Center (St. Catherine's Parish)	\$5,000			
Youth Scholarships (City of Morgan Hill, Recreation)	\$7,500			
TOTAL FY05/06 CDBG	\$169,264			

[215-8000] Community Development Block Grant

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current	04/05 Estimated Actual	05/06 Adopted
Acct	<u> </u>	Actuals	Actuals	Budget		Budget
49210	TRANSFER OUT-010 (GENERAL FUND)	-	-	11,557	5,000	5,000
49237	TRANSFER OUT-327 (HOUSING)	-	-	-	10,000	10,450
	< <transfers>></transfers>	-	-	11,557	15,000	15,450
86200	PROFESSIONAL SERVICES	556	3,300	63,724	-	-
86360	CONSTRUCTION	-	63,987	50,000	34,000	312,000
86440	GRANT AMOUNT	29,400	107,750	305,458	166,440	169,264
86530	CIP ADMINISTRATION	3,272	26,324	-	-	-
	< <project expenditures="">></project>	33,228	201,362	419,182	200,440	481,264
	8000 - CDBG PROGRAMS & PROJECTS	33,228	201,362	430,739	215,440	496,714

[216-8001] CDBG Housing Rehab

ACTIVITY DESCRIPTION

CDBG Rehabilitation funds are a revolving loan program that funds housing, public facilities and commercial structure rehabilitation provided that at least 51% of the service recipients are low to moderate income households.

FY 2004/05 HIGHLIGHTS

- · Funded rehabilitation for a domestic violence shelter
- · Funded rehabilitation for various affordable housing projects

FY 2005/06 ACTIVITY GOALS

- Fund Davis-Bacon wage monitoring for CDBG housing projects
- Fund housing rehabilitation and/or programs

[216-8001] CDBG Housing Rehab

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
49211	TRANSFER OUT-VARIOUS FUNDS	-	967	-	-	-
	< <transfers>></transfers>	-	967	-	-	-
82231	CONTRACT SERVICES	2,093	4,415	22,492	-	-
86420	PROGRAM LOANS	15,499	-	203,808	101,567	10,000
	< <project expenditures="">></project>	17,592	4,415	226,300	101,567	10,000
	8001 - CDBG REHAB RLF	17.592	5.382	226.300	101.567	10.000

[234-8250] Mobile Home Rent Commission

ACTIVITY DESCRIPTION

The Mobile Home Rent Commission is responsible for: 1) monitoring the Mobile Home Park Rent Ordinance; 2) recommending modifications, amendments or regulations to same; and, 3) conducting hearings and making determinations regarding petitions submitted by park owners and tenants.

This account is funded through an annually collected fee mandated by the Mobile Home Park Rent Ordinance (Chapter 5.36 of the City of Morgan Hill Municipal Code). Each park owner is assessed this fee based upon the number of spaces within the park which fall under the ordinance. (Spaces not covered would include vacant spaces; spaces occupied by coaches owned by the park owner or by mobile home dealers who are not residents; and, spaces where home owners have negotiated long-term leases with the park owner.) Owners may pass on up to ½ of the cost of each space fee to the tenant of the space for which the fee is paid.

FY 2004/05 HIGHLIGHTS

• The Mobile Home Rent Commission recommended the sale and budget workout for Hacienda Estates to Millennium Housing in return for the termination of the litigation.

FY 2005/06 ACTIVITY GOALS

- Continue to administer the City's mobile home rent ordinance, and respond to any challenge to the ordinance
- Implement the Commission Workplan

FINANCIAL COMMENTS

The current budget is funded solely by funds collected under the Mobile Home Rent Ordinance.

[234-8250] Mobile Home Rent Commission

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
42230	SPECIAL COUNSEL	60,000	144,202	197,611	9,550	2,000
42231	CONTRACT SERVICES	-	-	500	-	500
42248	OTHER SUPPLIES	-	-	500	100	500
42250	ADVERTISING	-	-	150	150	100
42252	PHOTOCOPYING	-	-	150	50	100
42254	POSTAGE & FREIGHT	4	-	150	50	150
	< <supplies &="" services="">></supplies>	60,004	144,202	199,061	9,900	3,350
45010	GF ADMIN	1,535	1,661	1,484	1,484	1,482
	< <internal services="">></internal>	1,535	1,661	1,484	1,484	1,482
49237	TRANSFER OUT-327 (HOUSING)	-	-	-	150,000	-
	< <transfers>></transfers>	•	-	-	150,000	-
	8250 - MOBILE HOME PARK RENT	61,539	145,863	200,545	161,384	4,832

[235-8435] Senior Housing Trust Fund

ACTIVITY DESCRIPTION

This fund began with a one-time contribution from a developer for a housing in-lieu fee payment. The purpose of the fund is to assist eligible elderly persons in the City of Morgan Hill's sphere of influence in meeting their housing-related needs. Funds can be used to assist programs which provide services to Morgan Hill seniors.

FY 2004/05 HIGHLIGHTS

 Three service grants to Catholic Charities-Day Break Respite Program, Long Term Care Ombudsman (Catholic Charities), and Second Harvest Food Bank were awarded and monitored.

FY 2005/06 ACTIVITY GOALS

- Senior Emergency Loan Program for lower income seniors to provide assistance with utility bills and/or emergency repairs, such as water heater replacements.
- Funding for furniture, fixture and equipment for the Senior Center at the Indoor Recreation Center.

[235-8435] Senior Housing Trust Fund

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
	GRANT AMOUNT	-	8,600	20,180	20,180	80,700
	< <project expenditures="">></project>	-	8,600	20,180	20,180	80,700
	8425 - SENIOR HOUSING TRUST		8,600	20,180	20,180	80,700

[236-7100] Housing Programs

ACTIVITY DESCRIPTION

These Funds will be used to finance a downpayment assistance program for first-time buyers purchasing a home in Morgan Hill.

Funds for this account are paid by developers who compete in the City's Residential Development Control System (Measure C). These developers are awarded competitive points for constructing Below Market Rate (BMR) housing units and/or paying the in-lieu fee.

FY 2004/05 HIGHLIGHTS

· Provided funding for Emergency Housing Consortium to offer shelter and services

FY 2005/06 ACTIVITY GOALS

- Fund a City-wide Downpayment Assistance Program
- Fund a Homeownership Assistance Program for City Employees.

[236-7100] Housing Programs

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
49216	TRANSFER OUT-235 (SENIOR HOUSING TRUS	5,500	-	-	-	-
	< <transfers>></transfers>	5,500	-	-	-	-
86440	GRANT AMOUNT	15,000	15,000	15,000	15,000	15,000
86441	HOUSING PROGRAMS	-	-	1,000,000	-	1,300,000
	< <project expenditures="">></project>	15,000	15,000	1,015,000	15,000	1,315,000
	7100 - HOUSING	20.500	15.000	1.015.000	15.000	1.315.000

ACTIVITY DESCRIPTION

The Business Assistance Division-Administration conducts the economic development and redevelopment activities for the City of Morgan Hill and the Redevelopment Agency. Its general responsibilities include, but are not limited to, the following:

- Conducting business attraction, expansion, and retention activities
- Providing general business assistance including the provision of economic, demographic, and general information to persons and companies interested in locating a business in Morgan Hill
- Acting as an "ombudsman" for businesses in their interactions with the various City Departments
- Offering business start-up counseling and referrals
- · Providing site selection and development processing assistance to companies
- · Developing and administering business assistance programs
- Working with the Chamber of Commerce to market the City
- Working with the Morgan Hill Downtown Association to enhance and improve the Downtown
- Assisting in the development of community facilities
- · Performing property management duties
- · Coordinating the Sister City program
- · Preparing the state mandated plans and reports for the Redevelopment Agency
- Monitoring existing loans and contracts
- · Administering the Redevelopment Agency budget
- Staff the City Council's Community and Economic Development Committee
- · Conducting special studies

In FY 2007/08, the Agency anticipates reaching its fiscal limit and will no longer receive tax increment funds. In anticipation of this, the Agency will explore the feasibility of amending its redevelopment plan to increase its fiscal limits.

FY 2004/05 HIGHLIGHTS

Community Facilities

- Managed the design of the proposed Indoor Recreation Center
- Renegotiated a lease with California Youth Soccer Association (CYSA) for the regional soccer complex
- Managed the design process for the new Library
- Prepared the master plan for the El Toro Youth Center/Friendly Inn
- Leased the vacant space in the new Police Department facility.
- Designed lobby improvements to the Aquatics Center

Business Assistance Programs

- Marketed the Facade Improvement Program to businesses and provided four façade grants (Jumpin' Juice & Java, Images by Maria, Morgan Hill Shopping Center and The Granary)
- Obtained a grant and approved a loan to fund the public sculpture "Waiting for the Train"

Business Attraction/Expansion/Retention

- · Worked with developer/property owners to develop "key" commercial/retail sites
- Acted as City liaison to the developer of the planned 66-acre subregional retail center at the northeast corner of Cochrane and Highway 101
- Negotiated/implemented the exclusive right to negotiate agreement with El Toro Brewing Company to develop a brewpub in the Downtown at the old Police Facility site
- Issued a Request for Proposals for the Downtown and approved loans for two businesses (Rehabilitation of the Granada Theater, Rehabilitation of the Gunter Brothers Feed building).
- Provided Ombudsman services to over 50 companies such as Smart Products, Inc. and The Ford Store
- Monitored the progress of the Morgan Hill Courthouse
- Moved the La Malfa house to facilitate the expansion of the Dan Gamel Recreational Vehicle (RV) dealership
- Negotiated and completed three development agreements to assist Alpine RV, Dan Gamel RV, and Harley-Davidson.
- Obtained a \$2.6 million grant to develop and construct Depot Street improvements

Historic Preservation

- Worked with the Morgan Hill Historical Society to relocate the Acton Museum to the Villa Miramonte site
- Preserved the La Malfa house by removing it from the expansion area for the Dan Gamel RV dealership

Planning/Administration:

- Assisted the Community Development Department with implementation of the Downtown Design Plan that includes the Monterey Corridor and Depot Street schematic design
- Completed the five-year Redevelopment Agency Implementation Plan
- · Completed a parking management study for the downtown
- Funded interim traffic calming systems for the Downtown on Monterey Road
- Coordinated the Walnut Grove PUD specific plan study for auto dealerships
- Assisted the Downtown with the formation of a Property based Business Improvement District (PBID)

Local and Regional Economic Development Partnerships:

- Funded the Chamber of Commerce's Economic Development Partnership (EDP)
- Participated in the EDP's Business Attraction, Retention and Tourism subcommittees
- Worked with the Morgan Hill Downtown Association to foster a vital downtown
- Worked with the Sister City Committee to establish programs with San Casciano in Val di Pesa, Italy and San Martin de Hidalgo, Mexico
- Worked with regional and State agencies to promote economic development
- Participated in Joint Venture Silicon Valley Economic Development Roundtable

Marketing/Promotional Efforts:

- Participated in annual local business-to-business trade show
- Participated in the International Council of Shopping Centers (ICSC) Deal-Making trade shows in Las Vegas, San Francisco and Monterey

FY 2005/06 WORKPLAN

- Assist developer to complete the entitlement process for the planned subregional shopping center
- Negotiate an Agreement for the Granada Theater
- Facilitate the conversion of the former Police Facility into a brewpub/restaurant
- · Move the Acton Museum to the Villa Miramonte site
- Explore the feasibility of an amendment to the redevelopment plan

FY 2005/06 ACTIVITY GOALS

Community Facilities:

- Assist in the design and development of the Outdoor Sports Center and other community facilities
- · Assist in the design and development of the new Library

Business Assistance Programs:

 Promote and administer the existing programs, such as Façade Improvement Program, Small Business Fee Deferral Program, and the Sewer, Traffic and Utility Undergrounding loan programs.

Business Attraction/Expansion/Retention:

- · Monitor development of Morgan Hill courthouse
- Work with developer/property owners to develop "key" commercial /retail sites
- · Implement an agreement for the Gunter Brothers rehabilitation project

Planning/Administration:

- Implement the Downtown workplan, including a Downtown entry feature.
- Assist in the processing and preparation of the Depot Street capital improvement project

Local and Regional Economic Development Partnerships:

- Actively support the Chamber of Commerce's Economic Development Programs (EDP), including our participation on the Business Attraction, Retention and Tourism Committees
- Work with the Morgan Hill Downtown Association
- Work with regional and State agencies (e.g. Joint Venture Silicon Valley and the State of California Economic Development Division) to promote economic development
- Work with the local sister city committee in seeking a third sister city and in strengthening the relationships with our existing sister cities.

Marketing/Promotional Efforts:

- Market Auto Dealer Strategy
- Participate in the International Council of Shopping Centers (ICSC) trade shows and other local and regional trae shows.

	FY 03/04	FY 04/05	FY 05/06
PERFORMANCE MEASURES	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
 Dollar value of new Tenant Improvements 			
and new commercial/industrial buildings	\$16.09 MIL .	\$13 MIL .	\$25 MIL
 Square footage of building permits pulled for 			
new commercial/industrial buildings and			
Tenant Improvements	180,269 .	170,000 .	300,000
 Amount of square footage of 			
commercial/industrial buildings and			
Tenant Improvements developed by			
businesses receiving ombudsman assistance	177,141 .	41,000 .	180,000
Percent of new commercial/industrial			
and Tenant Improvements developed by	200/	0.407	000/
businesses receiving ombudsman assistance	98% .	24%.	60%
Amount of property and/or 1 st year sales tax generated by hydrogeness receiving.			
generated by businesses receiving ombudsman assistance	¢02.700	¢150 000	\$250,000
Number of businesses receiving	ψ92,700 .	\$150,000.	\$230,000
Ombudsman assistance	123	100	75
Number of marketing packets distributed to			
prospective businesses	290	200	220
Number of jobs created/retained by		2001	220
businesses receiving ombudsman assistance	649 .	90 .	100
 Number of new businesses receiving 			
Ombudsman assistance anticipated to			
generate sales tax revenue	13 .	15 .	15
 Sales tax generated in the Downtown 			
from general retail and food products	90,000 .	80,000 .	84,000

A 0.04	Deceriation	02/03	03/04		04/05 Estimated	05/06 Adopted
	Description	Actuals	Actuals	Budget	Actual	Budget
	SALARIES - GENERAL	454,435	474,984	637,505	488,478	566,991
	SALARIES - PART-TIME	36,339	38,484	3,000	42,626	-
	SALARIES - PART-TIME TEMP	-	-	-	-	21,000
	SALARIES - P.T. REIMBURSEMENT	21	10.000	- 0.700	- 0.700	- 1F F00
	SALARIES - OTHER PAYOUT	6,223	12,093	8,700	8,700	15,500
	OVERTIME - GENERAL	101	18	300	250	300
	UNEMPLOYMENT INSURANCE	28	729	1,962	1,133	1,680
	RETIREMENT - GENERAL	9,073	19,257	62,860	45,588	79,216
	DEFERRED COMPENSATION	16,690	20,503	20,804	18,980	21,941
	GROUP INSURANCE	37,314	39,050	58,797	37,893	46,033
	MEDICARE	8,181	8,343	9,244	8,058	8,221
	INCOME PROTECTION INS	6,823	7,824	7,057	6,487	6,017
	WORKERS COMP	11,465	18,633	26,608	21,251	23,403
	BENEFITS	4,644	4,673	-	4,354	-
	CONTRACT LABOR	-	640	2,000	1,000	1,000
	< <employee services="">></employee>	591,338	645,231	838,837	684,798	791,302
	ELECTRIC	-	-	-	310	320
	TELEPHONE	6,061	6,031	7,068	4,000	7,250
	GASOLINE & OIL	542	-	-	-	-
	RDA-SPECIAL COUNSEL	-	2,099	6,901	4,000	5,000
	CONTRACT SERVICES	23,823	42,100	94,013	50,000	50,400
	AUDIT FEES	5,097	3,561	2,750	2,750	3,000
	CORP YARD COSTS	84	-	147	-	-
	STATIONERY & OFFICE SUPPLIES	1,973	1,823	2,100	1,600	2,150
	COMPUTER HARDWARE-NON CAPITAL	-	-	1,700	1,500	1,700
	COMPUTER SOFTWARE-NON CAPITAL	-	-	500	500	500
	OTHER SUPPLIES	1,885	196	1,000	500	2,000
42250	ADVERTISING	2,258	719	3,000	3,000	3,000
42252	PHOTOCOPYING	164	787	981	981	1,150
	POSTAGE & FREIGHT	1,676	1,908	1,700	1,700	1,745
42257	PRINTING	3,571	1,525	1,000	1,000	1,000
42261	AUTO MILEAGE	424	145	2,100	600	1,500
42293	COUNTY ADMINISTRATIVE FEE		197,012	140,000	294,487	210,000
42297	PRIOR YEAR EXPENSE	54,877	-	-	-	-
42299	OTHER EXPENSE	309	427	2,000	500	2,000
42406	TAX INCREMENT PASS	-	-	-	-	-
42407	EDUCATIONAL REV.ALL	581,354	1,015,955	-	-	-
42408	TRAINING & EDUCATION	58	420	2,800	-	2,800
42415	CONFERENCE & MEETINGS	7,243	4,045	8,460	8,000	9,990
	MEMBERSHIP & DUES	9,327	13,077	10,815	10,815	10,750
42435	SUBSCRIPTION & PUBLICATIONS	1,211	1,549	1,084	1,000	865
	MAINT - FURNITURE/OFFICE EQUIP	948		500	250	500
	< <supplies &="" services="">></supplies>	702,887	1,293,378	290,619	387,493	317,620

				04/05	04/05	05/06
	-	02/03	03/04	Current	Estimated	Adopted
Acct	Description	Actuals	Actuals	Budget	Actual	Budget
43825	MACHINERY/EQUIPMENT	-	-	-	2,686	-
43835	FURNITURE/OFFICE EQUIPMENT	-	760	1,250	300	800
43840	COMPUTER EQUIPMENT	564	817	-	50	-
43845	COMPUTER SOFTWARE	869	-	-	16,302	-
	< <capital outlay="">></capital>	1,433	1,577	1,250	19,338	800
44994	LEASE PAYMENTS	222	-	-	-	-
	< <debt service="">></debt>	222	-	-	-	-
45003	GENERAL LIABILITY INSURANCE	5,043	4,923	3,573	4,920	3,012
45004	BLDG MAINT SERVICES	126,885	119,779	111,220	111,220	112,356
45009	I.S. SERVICES	13,440	8,697	9,178	9,178	10,101
45010	GF ADMIN	353,416	382,368	341,592	341,592	341,120
	< <internal services="">></internal>	498,785	515,767	465,563	466,910	466,589
82231	CONTRACT SERVICES	9,601	14,615	-	-	-
82299	OTHER EXPENSE	387	-	-	-	-
86120	PROPERTY PURCHASE	(29,304)	111	-	-	-
86200	PROFESSIONAL SERVICES	-	125	-	-	-
86280	PROPERTY MANAGEMENT	923	28	-	-	-
86340	SITE & BUILDING IMPROV	25	-	-	-	-
	< <project expenditures="">></project>	(18,368)	14,880	-	-	-
	7000 - BAHS ADMINISTRATION	1,776,296	2,470,833	1,596,269	1,558,539	1,576,311

[317-8010] BAHS Economic Development

ACTIVITY DESCRIPTION

This activity funds the City's and Redevelopment Agency's economic development programs, projects, partner organizations, and special studies. Since these efforts are administered under Business Assistance Division – Administration, the "Accomplishments" and "Goals" for this section are contained in the Business Assistance Division - Administration pages. The following lists the highlights of the current programs, projects and special studies.

Programs

- · Downtown parking lot rental and maintenance
- · Property management of Redevelopment Agency/City owned and leased properties
- Façade Improvement Program
- Small Business Fee Deferral Program
- Implementation of the Auto Dealer Strategy
- · Implementation of the Economic Development Strategy

Projects

- Business Attraction/Retention/Expansion Loans
- Morgan Hill Courthouse
- Relocation and Rehabilitation of the Morgan Hill Historical Museum
- Assist in design of community facilities such as the Outdoor Sports Complex and the Library
- Implement the Depot Street Capital Improvement Grant Project, including public art
- · Rehabilitate Granada Theater
- · Rehabilitate Gunter Brothers building
- Convert former Police Station to Brewpub
- Facilitate development of the 66-acre subregional shopping center

Partner Organizations

- Morgan Hill Chamber of Commerce
- Morgan Hill Downtown Association
- Sister City

Special Studies

• Prepare an amendment to the Redevelopment Agency Plan

[317-8010] BAHS Economic Development

		02/03	03/04	04/05 Current	04/05 Estimated	05/06 Adopted
Acct	Description	Actuals	Actuals	Budget	Actual	Budget
42250	ADVERTISING	-	-	-	-	-
	< <supplies &="" services="">></supplies>	-	-	-	-	-
49201	TRANSFER OUT-202 (STREET MAINTENANCE	-	25,000	-	-	-
49235	TRANSFER OUT-206 (COM DEV)	-	25,486	-	-	-
49250	TRANSFER OUT-790 (EQUIP REPLACEMENT)	-	-	11,000	11,000	-
	< <transfers>></transfers>	-	50,486	11,000	11,000	-
82205	TAXES	7,582	7,704	14,000	14,000	54,400
82229	RDA-SPECIAL COUNSEL	2,097	12,967	37,086	37,000	72,000
82231	CONTRACT SERVICES	148,459	306,543	657,080	464,800	581,000
82299	OTHER EXPENSE	7,251	6,338	17,000	17,000	16,000
86100	ACQUISITION EXPENSE	4,625	757,304	895,000	895,000	885,000
86120	PROPERTY PURCHASE	211,156	3,501,121	-	-	-
86200	PROFESSIONAL SERVICES	64,500	37	-	-	-
86240	SITE SPECIFIC STUDIES	32,570	23,613	63,100	63,100	30,000
86280	PROPERTY MANAGEMENT	5,731	8,048	25,000	25,000	25,500
86340	SITE & BUILDING IMPROV	16,886	-	30,000	38,925	-
86420	PROGRAM LOANS	385,100	44,015	1,304,635	215,000	1,745,000
86440	GRANT AMOUNT	12,599	106,365	1,252,538	640,500	585,000
	< <project expenditures="">></project>	898,556	4,774,055	4,295,439	2,410,325	3,993,900
	8010 - BAHS ECONOMIC DEVELOPMENT	898,556	4,824,541	4,306,439	2,421,325	3,993,900

[317-8055] BAHS CIP

ACTIVITY DESCRIPTION

The Business Assistance-Capital Improvement Program (CIP) provides Redevelopment Agency funding for CIP projects.

This year's projects by category consist of:

Public Facilities

- Community Indoor Recreation Center
- Library
- Regional Soccer Complex
- El Toro Youth Center/Friendly Inn Master Plan
- Outdoor Sports Complex

Streets and Roads

• Depot Street Capital Improvement Project Planning

FINANCIAL COMMENTS

More detailed project costs can be found in the Capital Improvement Program section.

[317-8055] BAHS CIP

				04/05	04/05	05/06
Acct	Description	02/03 Actuals	03/04 Actuals	Current Budget	Estimated Actual	Adopted Budget
49222	TRANSFER OUT-346 (PUBLIC FACILITIES)	-	24,961	-	-	-
	< <transfers>></transfers>	-	24,961	-	-	-
82205	TAXES	-	731	-	-	-
82299	OTHER EXPENSE	3,385	-	-	-	-
83820	OTHER IMPROVEMENTS	970	-	-	-	-
86120	PROPERTY PURCHASE	762,643	8,607,076	1,204,103	-	-
86200	PROFESSIONAL SERVICES	1,257,812	697,337	2,613,543	-	-
86220	ARCHITECTURE AND DESIGN	698,195	917,534	1,125,124	-	-
86260	APPRAISAL	-	6,616	-	-	-
86360	CONSTRUCTION	12,243,784	12,874,248	11,027,181	8,748,033	22,709,000
86400	PROCESSING & SERVICING	-	40,135	5,154	-	-
86450	FIXTURE, FURNISHINGS & EQUIPMENT (FF&E	-	163,202	1,051	-	-
86530	CIP ADMINISTRATION	374,872	409,400	187,293	-	-
	< <project expenditures="">></project>	15,341,661	23,716,280	16,163,450	8,748,033	22,709,000
	8055 - BAHS CIP	15,341,661	23,741,241	16,163,450	8,748,033	22,709,000

ACTIVITY DESCRIPTION

The Housing Division creates and preserves affordable housing in the community. Redevelopment 20% Housing Set-aside money (i.e., property tax increment) is the primary funding source for these activities. Under California Redevelopment Law, redevelopment agencies are required to set aside 20% of their tax increment for affordable housing activities. Our affordable housing efforts focus on the following:

- · Rehabilitation of single-family and multi-family housing
- Administration of the Minor Home Repair Grant programs for seniors and mobile home owners
- Monitoring existing housing loans and agreements
- Administration of the City's Below Market Rate Housing Program (BMR) which includes monitoring approximately 395 BMR rentals and ownership units for compliance. Ten new homes were added to the homeownership program; no homes were lost to the expiration of resale restrictions
- Assist the City Clerk with the Mobile Home Rent Commission
- Conduct a bi-annual rental vacancy survey
- Manage the City's participation in the Urban County Community Development Block Grant (CDBG) program
- Development of new affordable housing programs and projects per the Affordable Housing Strategy

FY 2004/05 HIGHLIGHTS

New Construction and Major Housing Projects

- Developer initiated the construction and marketing for the 10-unit, single family affordable homeownership project targeting teachers working for the Morgan Hill Unified School District and Morgan Hill Charter School.
- Completed the entitlement process of the Royal Court Project, Phase 1, which consists of 12 ownership houses.
- Completed construction on Jasmine Square, a mixed-use project, which includes 72 apartment units, 5,000 sq. ft. of commercial space and a child care center.
- Completed construction on Murphy Ranch II the last phase of the 100-unit project. This
 phase consists of 38 apartments

Housing Rehabilitation Programs

- Approved over 75 grants for the Minor Senior Housing and Mobile Home Repair Programs
- Approved 3 Housing Rehab Loans
- Approved 15 Housing Paint Program Grants

Administration

- Administered and monitored thirteen housing and public service grants totaling \$251,920 funded by Community Development Block Grant, the 20% Redevelopment Agency Housing Set-Aside, the Senior Trust Fund, and the Housing Mitigation Fund. This funding was provided for ombudsman services in long-term care facilities for seniors; meals for seniors; youth outreach; specialized care and recreation services for dependent seniors; El Toro Youth Center; employer-related services for low income individuals; case management for shared housing facility; domestic violence shelter; and housing shelter and services.
- Implement the Affordable Housing Strategy Work Plan.

Below Market Rate (BMR)

- Facilitated the sale of 15 new and 6 resale BMR homes
- Processed over 70 requests from BMR home owners wanting to refinance their units
- Processed over 136 applications for eligible program participants. Ten were housed in BMR rental units
- · Conducted 3 BMR information seminars
- Continued to accept names for the Median and Moderate Income lists, resulting in the addition of 93 applicants for a total of 670 names.
- Participated in the Measure C competition and was responsible for the scoring of the Housing Needs and the Housing Types category

FY 2005/06 WORKPLAN

- Habitat for Humanity Complete the entitlement phase and plan the organization of the volunteer/construction phase
- Viale Project Complete project and establish teacher housing eligibility list
- Royal Court Project Complete Phase I homes, begin construction on apartments.
- Implement a Downpayment Assistance Program and a City Employee Housing Program.
- Casa Diana (EAH) Complete the master plan for a proposed mixed-use rental and ownership housing and commercial development.

FY 2005/06 ACTIVITY GOALS

Housing Rehabilitation Programs

- · Provide rehabilitation loans for 6 single-family units
- Process 60 Senior and Mobile Home Repair Grants
- · Provide rehabilitation loans for at least 3 rental housing units
- · Process 10 Housing Paint Program Grants

Administration

 Administer and monitor 13 housing and/or public service grants totaling \$240,264 funded by Community Development Block Grant, Housing Mitigation Fund, and 20% Housing Set Aside funds

BMR Program

Facilitate the resale or sale of at least 20 BMR units.

New Programs/Projects

• Develop new affordable rental and ownership housing programs/project proposals per the Affordable Housing Workplan.

	FY 03/04	FY 04/05	FY 05/06
PERFORMANCE MEASURES	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
 Number of Refinance application requests 	89 .	70 .	70
 Number of BMR Rental and 			
Homeownership applications requests	163 .	378 .	350
 Number of refinancing requests approved* 	34 .	21 .	20
 Number of BMR Rental and Homeownership 			
applications approved	121 .	312 .	300
 Number of BMR Rentals and BMR ownership 			
offers made	121 .	103 .	89
 Number of BMR Rentals and BMR units sold 	22 .	21 .	20
 Number of Refinance, BMR Rental and 			
Homeownership applications received per			
F.T.E. staffing for the program	240/FTE .	400./FTE .	340/FTE
 Amount of Agency funds contributed per 			
new rental unit			< \$50,000
 Leverage ratio of Agency funds to other 			
funds for rental projects			1:6
 Amount of Agency funds contributed per new 			
ownership unit			< \$80,000
 Leverage ratio of Agency funds to other funds 			
for ownership projects			1:5

	_		0	04/05	04/05	05/06
		02/03	03/04		Estimated	Adopted
Acct	Description	Actuals	Actuals	Budget	Actual	Budget
	SALARIES - GENERAL	390,205	424,752	491,205	444,738	487,697
	SALARIES - PART-TIME	25,911	25,243	23,565	27,772	-
41271		-	-	-	-	2,000
	SALARIES - P.T. REIMBURSEMENT	42	_	-	_	_,
	SALARIES - OTHER PAYOUT	5,062	8,344	8,582	-	10,540
	OVERTIME - GENERAL	107	9	300	_	300
	UNEMPLOYMENT INSURANCE	35	788	2,065	1,191	2,012
	RETIREMENT - GENERAL	21,643	35,409	68,523	57,683	87,430
	DEFERRED COMPENSATION	6,761	9,378	7,922	9,146	8,180
	GROUP INSURANCE	32,941	46,058	59,816	42,648	48,247
	MEDICARE	6,128	6,747	7,122	6,420	7,072
	INCOME PROTECTION INS	5,767	6,555	5,854	5,355	5,666
	WORKERS COMP	9,743	14,373	21,969	18,434	21,389
	BENEFITS	3,072	3,137		2,981	
	UNIFORM	-	91	150	-	150
	CONTRACT LABOR	-	1,565	2,000	_	2,000
11700	< <employee services="">></employee>	507,416	582,449	699,073	616,368	682,683
2214	TELEPHONE	7,586	7,542	8,764	8,764	8,854
2228	GASOLINE & OIL	283	435	500	500	748
2230	SPECIAL COUNSEL	-	492	9,508	5,000	5,000
12231	CONTRACT SERVICES	50,168	38,383	5,600	5,600	7,100
12233	AUDIT FEES	-	1,264	2,750	2,750	2,750
12236	BANK CARD SERVICE FEES	-	-	-	-	-
12240	RENTALS - OUTSIDE	-	-	100	-	-
12242	CORP YARD COSTS	330	-	245	-	-
42244	STATIONERY & OFFICE SUPPLIES	1,582	1,519	2,000	2,000	2,100
12245	COMPUTER HARDWARE-NON CAPITAL	-	-	7,500	7,500	1,000
42246	COMPUTER SOFTWARE-NON CAPITAL	-	-	1,000	1,000	1,000
12248	OTHER SUPPLIES	1,284	657	1,000	1,000	1,300
42250	ADVERTISING	152	663	1,000	1,000	1,000
42252	PHOTOCOPYING	95	820	1,190	1,190	1,215
12254	POSTAGE & FREIGHT	2,661	2,272	3,000	3,000	3,000
12257	PRINTING	480	489	4,000	4,000	4,000
12261	AUTO MILEAGE	67	197	300	300	300
12281	SMALL TOOLS	171	2,246	300	300	300
12299	OTHER EXPENSE	102	477	300	300	300
12408	TRAINING & EDUCATION	235	305	3,650	3,650	4,400
42415	CONFERENCE & MEETINGS	1,265	19	3,500	8,000	3,815
12423	MEMBERSHIP & DUES	3,920	4,561	4,315	4,315	4,446
42435	SUBSCRIPTION & PUBLICATIONS	298	273	1,031	1,031	788
42523	MAINT - MACHINE/EQUIPMENT	6		500	-	500
42526	MAINT - AUTO/TRUCKS	4,076	420	900	_	900
42531	MAINT - FURNITURE/OFFICE EQUIP	1,141	-	500	500	500
42550	FLEET REPLACEMENT CHARGES	2,500	-			-
	< <supplies &="" services="">></supplies>	78,403	63,032	63,453	61,700	55,316

				04/05	04/05	05/06
		02/03	03/04	Current		Adopted
	Description	Actuals	Actuals	Budget	Actual	Budget
	FURNITURE/OFFICE EQUIPMENT	-	760	1,260	1,260	1,300
43840	COMPUTER EQUIPMENT	564	408	-	50	-
43845	COMPUTER SOFTWARE	869	-	-	-	-
	< <capital outlay="">></capital>	1,433	1,169	1,260	1,310	1,300
44994	LEASE PAYMENTS	305	-	-	-	-
	< <debt service="">></debt>	305	-	-	-	-
45003	GENERAL LIABILITY INSURANCE	6,088	5,061	3,642	5,015	4,136
45004	BLDG MAINT SERVICES	12,760	16,986	10,139	10,139	11,048
45006	FLEET REPLACEMENT	-	-	4,586	4,586	6,931
45009	I.S. SERVICES	13,440	8,697	6,118	6,118	6,734
45010	GF ADMIN	98,729	106,817	95,426	95,426	95,294
	< <internal services="">></internal>	131,018	137,561	119,911	121,284	124,143
49285	TRANSFER OUT-234 (MOBILE HOME PK)	-	300,000	-	-	-
	< <transfers>></transfers>	-	300,000	-	-	-
82229	RDA-SPECIAL COUNSEL	-	16,305	38,345	25,000	33,000
82230	SPECIAL COUNSEL	18,547	-	-	-	-
82231	CONTRACT SERVICES	72,098	15,394	35,000	35,000	77,000
82299	OTHER EXPENSE	95	-	-	-	-
86100	ACQUISITION EXPENSE	-	(254)	400,000	400,000	405,000
86280	PROPERTY MANAGEMENT	2,700	2,960	5,000	5,000	5,000
86400	PROCESSING & SERVICING	3,571	4,551	97,960	72,400	72,400
86420	PROGRAM LOANS	215,644	489,891	375,000	375,000	375,000
86440	GRANT AMOUNT	450,715	487,249	431,000	431,000	431,000
86441	HOUSING PROGRAMS	1,038,890	4,194,021	4,323,091	3,472,000	7,930,000
86443	INFILL BMR HOUSING	56	-	-	-	-
	< <project expenditures="">></project>	1,802,315	5,210,116	5,705,396	4,815,400	9,328,400
	7100 - HOUSING	2,520,889	6,294,327	6,589,093	5,616,062	10,191,842

